

**GEORGIA BOARD OF MASSAGE THERAPY  
MINUTES OF BOARD MEETING  
February 02, 2007**

The Georgia Board of Massage Therapy board meeting was held on February 02, 2007, 9:00am, at The Professional Licensing Boards division offices located at 237 Coliseum Drive, Macon, Georgia.

**The following members were present:**

**Absent:**

Jane H. Johnson, Chairman  
Kathy V. Lescak, Vice Chairman  
Melony Phillips, Cognizant  
Steve Earles  
Marlene Gaskill, Consumer

**Administrative Staff Present:**

Brig Zimmerman, Executive Director, Becky Adams, Assistant Attorney General, Serena Gadson, Application Specialist II, Pam Candler, Application Specialist, Yvonne LeSane, Application Specialist, Amanda Allen, Board Secretary.

**Guest Attendee:**

Gerald Martin, Georgia Medical Institute  
Davie Brown, Georgia Medical Institute  
Donna Miller, Georgia Medical Institute

Ms. Johnson established that a quorum of the Board was present and called the Board meeting to order at 9:05 a.m.

**Ms. Lescak moved and Ms. Phillips seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k) (1) (2), to receive and review information on Applications. Voting in favor of the motion were those present who included Board members Earles, Phillips, Lescak, Gaskill and Johnson. The Board concluded Executive Session in order to vote on these matters and to continue with the public session.**

**Agenda:**

**Ms. Gaskill moved, Ms. Phillips seconded, and the Board approved the Agenda with late agenda items added.**

**Public Hearing: 345-3- Applications**

Mr. Zimmerman explained to each guest in attendance how the rule process is established and that everyone in attendance would have the opportunity to express their concerns to the Board.

After several concerns addressed to the Board by the guest from Georgia Medical Institute, in reference to provisional license and the various ways an applicant might apply to become a Georgia licensed Massage Therapist, Mr. Zimmerman offered speak to the President of the Georgia Medical Institute in order to try to assist him or her with any questions or concerns they might have with applying to be considered as a Board Recognized Massage Therapy Educational Program and/or the Application for Licensure.

**The Board voted that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as provided by the Attorney General's office.**

**The Board also voted that it is not legal or feasible to meet the objectives of the applicable laws to adopt or implement differing actions for businesses as listed in O.C.G.A. §50-13-4(3) (A) (B) (C) (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of Massage Therapy.**

NOTICE OF INTENT TO ADOPT A PROPOSED  
RULE AMENDMENT TO THE GEORGIA BOARD OF MASSAGE THERAPY RULES,  
CHAPTER 345-3, APPLICATIONS  
AND NOTICE OF PUBLIC HEARING

TO ALL INTERESTED PARTIES:

Notice is hereby given that pursuant to the authority set forth below, the Georgia Board of Massage Therapy (hereinafter "Board") proposes an amendment for the Georgia Board of Massage Therapy Rules, Chapter 345-3, Applications (herein after "proposed chapter adoption").

This notice, together with an exact copy of the proposed chapter adoption and a synopsis of the proposed chapter adoption, is being mailed to all persons who have requested, in writing, that they be placed on a mailing list. A copy of this notice, an exact copy of the proposed chapter adoption, and a synopsis of the proposed chapter adoption may be reviewed during normal business hours of 8:00 A.M. to 5:00 P.M., Monday through Friday, except official State holidays, at the Office of the Secretary of State, Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217. Copies may also be requested by contacting the Board office at (478) 207-2440.

A public hearing will be held at 9:10 a.m. on February 02, 2007, at the Secretary of State's Professional Licensing Boards Division, 237 Coliseum Drive in Macon, Georgia 31217 to provide the public an opportunity to comment upon and provide input into the proposed chapter adoption.

At the public hearing, anyone may present data, make a statement, comment or offer a viewpoint or argument whether orally or in writing. Lengthy statements or statements of a considerable technical or economic nature, as well as previously recorded messages, must be submitted for the official record. Oral statements should be concise and will be limited to five (5) minutes per person. Written comments are welcome. Such written comments must be legible

and signed, should contain contact information from the maker (address, telephone number and/or facsimile number, etc.) and be actually received in the office prior to the close of business (5:00 P.M.) on January 26, 2007. Written comments should be addressed to Mollie L. Fleeman, Division Director, Secretary of State, Professional Licensing Boards Division, Georgia Board of Massage Therapy, 237 Coliseum Drive, Macon, Georgia 31217. Telephone (478) 207-2440 or fax (478) 207-1633.

The Board will consider the proposed chapter adoption at a meeting scheduled to begin at 9:20 a.m. on February 2, 2007 at the Secretary of State's Professional Licensing Boards Division, 237 Coliseum Drive in Macon, Georgia 31217. According to the Department of Law, State of Georgia, the Georgia Board of Massage Therapy has the authority for the proposed rule amendment adoption pursuant to authority contained in O.C.G.A. §§ 43-1-19, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-10, 43-24A-14 and 50-13-3.

At its meeting on December 15, 2006 the Georgia Board of Massage Therapy voted that the formulation and adoption of this chapter does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed chapter cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.G.C.A. §§ 43-1-19, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-10, 43-24A-14 and 50-13-3.

Additionally, at the meeting, the Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. §§ 43-1-19, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-10, 43-24A-14 and 50-13-3 to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(a)(3)(A), (B), (C) and (D). The formulation and adoption of this proposed chapter will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of massage therapy.

For further information, contact the Board office at (478) 207-2440.

This notice is given in compliance with O.C.G.A. § 50-13-4.

This the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Mollie L. Fleeman  
Division Director  
Professional Licensing Boards Division

Posted: \_\_\_\_\_

SYNOPSIS OF PROPOSED CHAPTER TO THE  
GEORGIA BOARD OF MASSAGE THERAPY RULES,  
CHAPTER 345-3, APPLICATIONS.

**PURPOSE:** The purpose of the proposed chapter is to define the application requirements of the Board pursuant to O.C.G.A. §§ 43-1-19, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-10, 43-24A-14 and 50-13-3.

**MAIN FEATURES:** The main feature of the proposed chapter is to define the eligibility requirements of applicants and the applications of the Board.

**THE PROPOSED CHAPTER TO THE GEORGIA BOARD OF MASSAGE THERAPY RULES,  
CHAPTER 345-3 - APPLICATIONS**

**NOTE:** Underlined text is proposed to be added; lined through text is proposed to be deleted.

**Chapter 345-3 APPLICATIONS**

Table of Contents

345-3-.01 Application for Licensure Prior to July 1, 2007

**345-3-.01 Application for Licensure Prior to July 1, 2007**

(1). The applicant for licensure as a massage therapist shall submit an application on a form approved by the Board. In addition to the information called for on the form, the applicant must also submit the following:

(a). Three (3) References: Two (2) professional references from practicing massage therapists or instructors from a massage therapy program and one (1) personal reference (excluding immediate family). All references must have known the applicant for two (2) years; however, for applicants who have graduated from a massage therapy program within one (1) year of the date of their application, the professional references must have known the applicant for only a minimum of six (6) months.

(b). Photograph of the applicant. Only a passport type (3X3) photo taken within the past twelve months will be accepted;

(c). Authorization to perform a criminal background check;

(d). The proper fee – see fee schedule;

(e). Verification of having met **one** of the following requirements:

1. Official transcript showing successful completion of a minimum of 500 hours of course and clinical work in massage therapy from a Board recognized educational program; or

2. Official verification from the NCBTMB showing applicant has passed the National Certification Exam for Therapeutic Massage (NCETM) or the National Certification Exam for Therapeutic Massage & Bodywork (NCETMB); or
3. Official verification from another state or jurisdiction that applicant has passed a massage therapy licensing examination (such state or jurisdiction must have license requirements that meet or exceed the licensing requirements for a massage therapist in the state of Georgia); or
4. Official authorization from the NCBTMB to sit for the NCETM/NCETMB; or
5. Official transcript showing graduation from an established state-licensed school for massage therapy indicating a minimum of 500 hours of in-class supervised instruction as follows:
  - a. **Enrolled in school prior to June 1, 2005:** 100 in-class clock hours of anatomy/physiology, 200 in-class clock hours in massage therapy and application and 2 in-class hours in ethics, or
  - b. **Enrolled in school on or after June 1, 2005:** 125 hours of in-class, supervised instruction in the body's systems and anatomy, physiology and kinesiology; 200 hours of in-class, supervised instruction in massage and bodywork assessment, theory and application; 40 hours of in-class, supervised instruction in pathology; 10 hours of in-class instruction in business and ethics (a minimum of 6 hours of ethics) and 125 hours of additional in-class, supervised instruction in an area or related field that theoretically completes your massage program of study; or
6. Official verification from another state or jurisdiction that the applicant holds an active license to practice massage therapy in such other state or jurisdiction (such other state or jurisdiction must have license requirements that meet or exceed the licensing requirements for a massage therapist in the state of Georgia); or
7. Official verification from a professional massage therapy association that indicates the years of membership, as a massage therapist, by the applicant (applicant must show a minimum of one year of membership prior to the date of application) and the date the professional association was established (such association must be established no later than December 31, 2001), and, includes a copy of the professional association's code of ethics; or
8. Official copy from a local government in the state of Georgia of a business license (prior to July 1, 2005) for the practice of massage therapy (if the applicant is an employee of the business, the applicant must also submit official verification from the employer of employment status), and, a copy of Georgia state income tax return, W2 form(s) or form(s) 1099 for a tax year prior to July 1, 2005 showing income as a massage therapist; or
9. Official transcript showing from an established state-licensed school for massage therapy indicating a minimum of 100 hours of in-class supervised instruction to include massage therapy theory, technique and practice, **and** original appointment book(s) or invoices for massage therapy appointments for ten (10) years preceding the date of application (must indicate hours of service on a weekly basis), **and** copies of income tax returns, W2 form(s), or form(s) 1099 for the ten (10) year period preceding the date of application showing income as a massage therapist; or
10. Official transcript showing from an established state-licensed school for massage therapy indicating a minimum of 200 hours of in-class supervised instruction to include massage therapy

theory, technique and practice, **and** original appointment book(s) or invoices for massage therapy appointments for five (5) years preceding the date of application, **and** copies of income tax returns, W2 form(s), or form(s) 1099 for the five (5) year period preceding the date of application showing income as a massage therapist.

11. The Board may deny a license for any of the reasons set forth in O.C.G.A § 43-1-19

12. The Board may request additional verification of any requirements or credentials, as it may deem necessary.

**Authority O.C.G.A. § 43-1-19, 43-24A-3, 43-24A-7, 43-24A-8, 43-24A-10, 43-24A-14 and 50-13-3.**

**Ms. Lescak moved, Ms. Phillips seconded, and the Board voted to adopt Rule 345-3 Applications as proposed. Motioned carried, none opposed.**

### **Announcements:**

Mr. Zimmerman welcomed Assistant Attorney General, Becky Adams to the Massage Therapy Board.

### **Minutes:**

**Ms. Phillips moved, Mr. Earles seconded, and the Board voted to approve the minutes from the January 05, 2007 meeting as amended.**

### **Correspondence:**

No correspondence

### **Executive Director Reports:**

1. Frequently Asked Questions posted on the website have been reviewed and revised.
2. Mr. Zimmerman informed the Board that he had written a small synopsis to the new Secretary of State, Ms. Karen Handel, detailing the Board's accomplishments since the Board members were appointed to the Board in July 2006. Copy of the synopsis was distributed to each Board member.
3. Mr. Zimmerman informed the Board that one of Ms. Handel's concerns was the fact that there are so many Massage Therapy School's who are still delaying in applying for Board approval. Secretary of State, Karen Handel, agreed to sign off on a letter that will be distributed requesting that they complete the Board Recognized Massage Therapy Educational Program Application for Board approval. In addition, those applicants who applied under the educational requirements, and are still in the pending process, are being notified to review the application, and try to re-apply under one of the other eligibility options to help avoid the long delay of their license being issued to them.

**Ms. Phillips moved, Mr. Earles seconded, and the Board voted to mail the form letter signed off on by Secretary of State, Ms. Karen Handel, to any Massage Therapy School identified.**

4. Mr. Zimmerman stated he is currently working on a flyer or postcard that may be used to notify employers of Massage Therapist and other entities that all Massage Therapist who practice in Georgia must obtain a valid Georgia Massage Therapy license.

**Ms. Lescak moved, Ms. Phillips seconded, and the Board voted to review a draft of the flyer/postcard to be distributed.**

5. Mr. Zimmerman reported that he had spoken to several local municipalities in an attempt to direct them to the Georgia Law with regard to their continued provisions and permits regarding the Massage Therapy practice. Mr. Zimmerman also informed the Board that the Georgia Municipal Association would be one of the entities targeted to receive the above-mentioned flyer/postcard.
6. Mr. Zimmerman addressed the issue that the Application Specialists were receiving school transcripts from the Atlanta School of Massage in various formats.

Ms. Phillips stated that the Atlanta School of Massage is currently working on re-drafting their school logo and that is the reason the transcripts are arriving in various formats.

7. Mr. Zimmerman announced that he would be meeting with Mr. Bill Crews and Fred Hill from NPEC on February 06, 2007. The Board was welcome to draft any questions or concerns they have, and he will present them to Mr. Crews. The Non-public Post-Secondary Education Commission (NPEC) only qualifies schools to operate in the state of Georgia; they are not responsible for accrediting any school.
8. Mr. Zimmerman reminded the Board that they had a lot of work to accomplish in reference to rules and policies between now and the July 01, 2007.
9. Mr. Zimmerman also cautioned the Board members to avoid any personal involvement with any applicant (individual or school) to avoid any potential problems.

**Cognizant Report:**

No report

**Attorney General's Report:**

No report

**Applications:**

**Mr. Earles moved, and Ms. Phillips seconded, and the Board voted to take the following action on the applications presented for licensure:**

**Applications for Licensure: Official Transcripts /minimum 500 Clock Hours:**

Adams, Tony K.	Approved
S. D. A.	Approved Pending
Alexander, Patricia D.	Approved
L. A.	Approved Pending
Bacco, Tracy Lynn	Approved
Badke, Mark S.	Approved
J. E. B.	Approved Pending
D. B.	Approved Pending
Baker, Samuel S.	Approved
Benight, Summer E.	Approved
C. B.	Approved Pending
S. B.	Approved Pending
O. B.	Approved Pending
G. Z. B.	Approved Pending
Chambers, Jennifer S.	Approved
L. C.	Approved Pending
Chen, Charles	Approved
L. F. C.	Approved Pending
G. C.	Approved Pending
Coachman, Teresa	Approved
Colcord, Terry	Approved
Colquitt, Darlene	Approved
Connell, Leslie Anne	Approved
C. G. C.	Approved Pending
M. C.	Approved Pending
Daly, Traci Anne	Approved
L. D.	Approved Pending
C. D.	Approved Pending
K. D.	Approved Pending
L. D.	Approved Pending
L. E. D.	Approved Pending
DiGaetano, Michelle	Approved
M. D.	Approved Pending
Donnaud, Bradford	Approved
C. D.	Approved Pending
D. D. E.	Approved Pending
L. E.	Approved Pending
Evans, Eva Marie	Approved
D. F.	Approved Pending
B. A. G.	Approved Pending
D. G.	Approved Pending
R. L. G.	Approved Pending
Gunn, Aaron Jacob	Approved
D. H.	Approved Pending
Hulsey, Nancy	Approved
Ineichen, Rebekah	Approved
Inglett, Rebecca E.	Approved
Johnson, Raymond	Approved



S.K.J.	Pending
B.L.	Denied
S.F.L.	Approved Pending
C.M.	Denied
C.M.	Approved Pending
S.M.	Approved Pending
M. D.M.	Approved Pending
C.N.	Approved Pending
Palavurova, Krasimira	Approved
D.M.P.	Pending
M.A.P.	Pending
M.P.	Approved Pending
Perez, Emma	Approved
A.P.	Approved Pending
M.S.R.	Pending
T.S.R.	Pending
Richardson, Jane Christiansen S.	Approved
Ruff, Deirdre D. Buterbaugh	Approved Pending
M.S.	Pending
Snipes, Nasha Shandri Williams	Approved
Spain, Jesse David	Approved Pending
Spitulnik, Laura Ellen	Approved
Stillwater, Fredrika Mele Howalt	Approved
Stowes, Jennifer Wesley	Approved
Stuff, James Robert	Approved Pending
Tronco, Tonya Marie	Approved Pending
Walker, Cathy Jean Jones	Approved Pending
Walker, Celeste Elaine Henley	Approved Pending
West, Myong R.	Approved Pending
Williams III, Joseph Rufus	Approved
Wilson, April Denise	Approved Pending
Wood, Stacia Latane Lewis	Approved Pending
Young, Faith Millscent	Approved Pending

**Applications for Licensure: NCBTMB/NCETMB (passed/certified)**

Belton, Theresa	Approved
Berger, Debra	Approved
K. B.	Approved Pending
Collum, Ok Ram	Approved
Denike, Patti	Approved
D. G.	Approved Pending
Horne, Shanna	Approved
Manella, Christine	Approved
D.M.	Approved Pending
Menard, Ronald	Approved
Overly, Janet	Approved
Southey, Janice Elizabeth Freeman	Approved
Undercofler, Dale Keller	Approved
M.R.W.	Approved Pending

**Applications for Licensure: Membership with Professional MT Association:**

M. C.	Approved Pending
H. B. D.	Approved Pending
R.A.D	Pending
M. L. G.	Approved Pending
M.K.J.	Pending
T.M.M.	Pending
K.M.	Pending
R.E.P.	Pending

**Applications for Licensure: Appointment Books, Income Tax, W2, Bus. license:**

T. G. C.	Pending
G.L.J.	Pending
Johannsen, Suitlana	Approved
Moore, Mary L.	Approved

**Applications for Licensure: Verification of State License:**

W. L. F.	Pending
Gros, Mary W.	Approved
S.M.	Approved Pending

**Ms. Gaskill moved, and Ms. Lescak seconded, and the Board voted to ratify the following licenses issued between Board meetings following the Board review, who were determined to have met licensure requirements as follows:**

<b>License Number</b>	<b>Licensee</b>	<b>Issue Date</b>
MT000029	Abbott, Laura Anne	01/05/2007
MT000030	Anderson, Sabine S	01/05/2007
MT000031	Blount, Ray	01/05/2007
MT000032	Bolas, Jay Leonard	01/05/2007
MT000033	Bond, Debbie	01/05/2007
MT000034	Boren, Suzanne Ashley	01/05/2007
MT000035	Bourg, Joan Marie	01/05/2007
MT000036	Cole. Teresa C.	01/05/2007
MT000037	Gray, Terez K	01/05/2007
MT000038	Honeycutt, David Warner	01/05/2007
MT000039	Taylor, Linda Berry	01/08/2007
MT000040	Tavares, Leroy J., Jr.	01/08/2007
MT000041	Tarr, Rachel C	01/08/2007
MT000042	Segel, Beverly I	01/08/2007
MT000043	Reece, Irene B	01/08/2007
MT000044	Young, Connie Elizabeth	01/08/2007
MT000045	Yamauchi, Yutaka	01/08/2007
MT000046	Wirkus, Eugene Allen	01/08/2007
MT000047	Williams, Shelsea	01/08/2007

MT000048	Williams, Jacqueline Marie	01/08/2007
MT000049	Watts, Teresa Annette	01/08/2007
MT000050	Takeda, Tatsuo	01/08/2007
MT000051	Smith, Evelyn Kristine	01/08/2007
MT000052	Jackson, Jo Anne	01/09/2007
MT000053	Mullis, Rhonda Lynn	01/09/2007
MT000054	O'Harrow, Teresa Anne	01/09/2007
MT000055	McKeever, Raleigh	01/09/2007
MT000056	Irwin, Samuel J	01/16/2007
MT000057	Holbert, Scott Wayne	01/16/2007
MT000058	Dunlap, Donald R	01/16/2007
MT000059	Nutt, Terry Edward	01/18/2007
MT000060	Lavallee, Catherine Ann	01/18/2007
MT000061	Moss, Twyla Arlene	01/18/2007
MT000062	Heefner, Albert George	01/18/2007
MT000063	Louis, Raymond F	01/24/2007

### **Applicant Interviews:**

**Ms. Lescak moved, Ms. Phillips seconded, and the Board voted to approve and issue license.**

Cynthia J. Hastings

### **Educational Advisor Report:**

The following Massage Therapy Schools applied to be considered as Board Recognized Massage Therapy Educational Programs, each school submitted an incomplete application and are currently still in the pending approval process.

1. ASHA School of Massage
2. Augusta School of Massage
3. Coosa Valley Technical College
4. Educating Hands School of Massage
5. Georgia Beauty School
6. Georgia Mountains School of Massage
7. International School of Skin and Nailcare
8. Martial Arts Academy
9. Medix School

Martial Arts Academy - Ms. Lescak recused herself during Board discussion on the application to be considered as a Board Recognized Massage Therapy Educational Program.

### **Rules and Forms – Continued Discussion:**

Mr. Zimmerman reminded the Board that over the next several months they would need to promulgate rules regarding continuing education hours, provisional licensure, disciplinary actions, advertising, and applications by endorsement and/or reciprocity.

Mr. Zimmerman stated he would e-mail each Board member a “rough draft” of the proposed rules, including reference to the practice act, by the end of the following week. He asked each Board member to review the Georgia Law, and the language established from the previously adopted rules, to assist him in the development of the language for each rule mentioned above.

**Discussion of Continuing Education Hours:**

After a brief discussion, the Board decided to require a total of 24 hours of Continuing Education hours per every two-year renewal period.

**Mr. Earles moved, Ms. Phillips seconded, and the Board voted to approve the requirements of 24 total continuing education hours for the renewal of a Massage Therapy license.**

**Additional Items Addressed:**

The Board voted to set an additional meeting date of March 01, 2007 in addition to the established scheduled meeting dates as posted.

The Massage Therapy Large Wall Certificate was designed and approved.

**There being no additional business to discuss, Ms. Phillips moved, Ms. Lescak seconded, and the Board voted to adjourn today’s meeting at 4:20 p.m.**

**Minutes recorded by:**

Amanda Allen, Board Secretary

**Minutes reviewed and edited by:**

Brig Zimmerman, Executive Director

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Jane H. Johnson, Chair  
Georgia State Board of Massage Therapy

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Brig Zimmerman, Executive Director  
Professional Licensing Boards Division

These minutes were approved and signed on: \_\_\_\_\_.